ADULT EDUCATION NEW DIRECTORS' ORIENTATION

North & South Board Rooms 250 East 500 South Salt Lake City, Utah August 23, 2006

AGENDA

9:15 a.m. Welcome and Introductions

9:30 a.m. A. State – District Programs

- State Plan Use of funds (ASE, ABE, ESOL, see budget sheet, how fees and tuition are used)
- State funding formula (see guide)
- Accessing funds (allocation table, allotment memo and a bonus if you apply for Supplemental funding)
- Carryover
- Accountability
 - State Plan, assurances, reports, carryover may reduce amount, etc.

10:00 a.m. Break

10:10 a.m. B. Federal – (By competitive Request (RFP))

- Eligible Entities
- Three kinds of federal grants (presentation)
- Accessing funds by reimbursement only)
- Carryover (time period to encumber and spend)
- Accountability (accepted grant proposal, assurances, reports, allowable cost, allowable activities, and targets)

11:10 a.m. C. Accountability Requirements

- Assurances
- National Reporting System (NRS)
- Utah Report of Adult Education Data URAED) presentation
- Audit and Program Review (What constitutes a basic program?)

11:45 a.m. D. Lunch/GED Presentation

- GED and Civil Rights Issues
- Enrollee vs. Participant
- Intake Process
- Core Curriculum and Certified Teachers
- Intensity, Duration and Retention
- Public Awareness and Collaborations
- Professional Development

3:00 p.m. Adjourn